



Minnesota Wing Calendar

August 2004

This calendar is a service for all Minnesota Wing members to enable them to coordinate their participation and resource availability. Proposed events and corrections are to be promptly submitted to the Wing Vice Commander, Lt Col Tom Kettell at cv@mnwg.cap.gov on Wing Form 7A.

The online version of Form 7A can be found at <http://fs3.formsite.com/mnwgcp/mnwg7a/index.html>

REPETITIVE MEETINGS

| | | |
|---|--|----------------------------------|
| 1 ST Monday 1930 | Wing Staff/Safety Meeting (See Change for January) | Col Steve Miller 952-894-7220 |
| 2 nd & 4 th Monday 1900 | Wing Finance Meeting | Col Steve Miller 952-894-7220 |
| 3 rd Monday 1845 | Wing Pilot's Meeting | Capt Stuart Lieber 216-832-6755 |
| 3 rd Saturday 0930 | 108 Task Force, SAR Reimbursements | Major Victoria Rock 763-541-9396 |
| Ongoing | Wing Training/Maintenance Facility Fundraiser | Col Kevin Sliwinski 952-884-9961 |

AUGUST 2004

| | | |
|-----------------|---|---|
| 7 Sat | Owatonna Squadron Lonsdale Community Days Outreach Event | 2d Lt Dee Kirchner 507-451-1295 |
| 7 Sat | Southeast MN Squadron Squadron: Air Fest and Recruiting | Maj Les Rostad 507-287-6197 |
| 8 Sun | Red Wing Squadron Pancake Breakfast @ Red Wing Airport | Lt Col Vicki Eckhoff 507-263-1888 |
| 14 Sat | SAR/DR Evaluation @ St Cloud (Rain Day 18 Sept) | Lt Col Stan Kegel (952)431-3161 |
| 14 Sat | Cadet Advisory Council Meeting @ Anoka Squadron HQ @ 1100 | Chaplain Don Mikitta |
| 18-21 | CAP National Board & Annual Meeting, Tampa, FL | Col Steve Miller 952-894-7220 |
| 21 Sat | Public Affairs Workshop @ North Hennepin Squadron | Capt Al Pabon 612-296-0474 |
| 25 Wed | North Hennepin Squadron: Crystal Day Parade | 1 st Lt Janelle Gates 763-592-1802 |
| 26 Aug – 6 Sept | MN State Fair Recruiting/Outreach Event | Capt Al Pabon 612-296-0474 |
| 27-29 Fri-Sun | Owatonna Skyfest @ Owatonna Airport | Major Aron Leavstrom 507-455-0894 |
| 28-29 Sat-Sun | Group 2 SAREX @ Brainerd Airport | Capt Jack Huber 218-692-2879 |

SEPTEMBER 2004

| | | |
|--------|--|---|
| TBD | Encampment Staff –Encampment Post Review | Lt Col Vicki Eckhoff 507-263-1888 |
| 3-6 | Dignity Memorial Vietnam Wall Experience – North Hennepin Sqdn | 1 st Lt Janelle Gates 763-592-1802 |
| 11 Sat | RV Fly-in 130 th Squadron Webster Airpark *Sky Harbor | Major James Craswell 952-447-3819 |
| 11 Sat | Group 4 SAREX @ Red Wing | Major Wayne Sherman 651-385-7843 |

OCTOBER 2004

| | | |
|-----------------|---|---|
| 7-10 Thu - Sun | Commander's Workshop @ Breezy Point Resort | Col Dennis Rock 763-541-9396 |
| 20-24 Thu -Sun | Cadet NCO School and Basic Cadet Officer Course @ Camp Ripley | 1 st Lt Janelle Gates 763-592-1802 |
| 17-22 Sun - Fri | National Staff College @Maxwell AFB, AL | Lt Col Tom O'Connor |
| 30-31 Sat-Sun | Corporate Learning Course Location TBD | Capt Al Pabon 612-296-0474 |

NOVEMBER 2004

| | | |
|--------|---|----------------------------|
| 13 Sat | Public Affairs Workshop & 2005 Planning Meeting | Capt Al Pabon 612-296-0474 |
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FUTURE PLANNING

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|-----------------------|---|------------------------------|
| 29 April – 1 May 2005 | Minnesota Wing Conference @ Breezy Point Resort | Col Dennis Rock 763-541-9396 |
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Updated on 10 August 2004

RECURRING REPORTS FROM UNITS TO WING HQ (Listed In Order by Date Due)

| | | | |
|------------------|--|------------------------|--|
| 1 st | Annually (Mar) | Unit to LG | Unit Requirements List "Want List" CAPR 67-1 |
| 1 st | Annually (Oct) | Unit to IG | Assessment Guide Executive Summary |
| 1 st | Annually (Nov) | Unit to AC | Finance Report (Combined Quarterly & Annual Report) |
| 1 st | Semi-Annual (Jan Jul) | Unit to HC | Chaplain's Report |
| 1 st | Quarterly (Jan, Apr, Jul, Oct) | Unit to State Director | Flight Release Officer List |
| 1 st | Monthly | Unit to DO | Flight Ops Report CAPF 99 , Check required but may or may not accompany report |
| 1 st | Monthly | Unit to State Director | Vehicle Monthly Report CAPF 73 |
| 10 th | Semi-Annual (Jan & July) | Unit to DP | Unit Manning List |
| 10 th | Annually (January) | Unit to SE | Safety Survey of Unit Equipment and Facility |
| 10 th | Annually (Jan) | Unit to DAE | Aerospace Education Report Ref CAPP 15 Page 60 |
| 10 th | Semi-Annually (Jan Jul) | Unit to DOS | Emergency Services Resource List |
| 10 th | Quarterly for Prev Quarter (Jan, Apr, Jul, Oct) | Unit to SE | Safety Report |
| | | Unit to PA | Public Affairs Report |
| | | Unit to DO | Flight Release Log |
| 10 th | Quarterly (Apr, July, Oct) | Unit to DAE | Aerospace Education Report |
| 15 th | Annually (Apr) | Unit to LG | S-3 Signed Inventory Report, CAPR 67-1 |
| 15 th | Semi-Annually (Jan, Jul) | Unit to DC | Communications Equipment Accountability Report (CEAR, S-8) |
| 15 th | Semi-Annually (Jan, Jul) | Unit to HO | Unit Historian's Report |
| 15 th | Quarterly (Jan, Apr, Jul) | Unit to AC | Finance Report |
| 15 th | Monthly | Unit to DC | Monthly Consolidated Net Participation Reports |
| | As Needed | Unit TO SE | Safety Officer Appointment on CAPF 2A (Must be submitted to SE upon appointment of a new Unit/SE) |
| | After Each Unit Safety Activity | Unit to SE | Roster of attendees for Unit Safety Meetings/Activities |

Reports List as of 12 December 2003

Distribution: Each Unit, Staff Section, State Director, CAP-USAF-NCLR, NCR/CC, NCR/DA, NCR/PA, CAP/XP, CAP/PA